

Fact Sheet:

Adult Family Homes

This **Fact Sheet** provides an overview of Adult Family Homes and their services.



What is an Adult Family Home?

Adult Family Homes (AFHs) are regular residential homes licensed to care for up to six residents. The homes provide room, board, laundry, supervision, assistance with activities of daily living, and personal care. Some provide nursing or other special care.

Services in an AFH

Room and board, care and services vary depending on provider qualifications. Providers must provide adequate staffing to meet the needs of their residents.

AFHs encourage maximum resident independence and involvement. They provide a range of daily activities tailored to resident preferences. Some AFHs will provide transportation.

Residents may receive home health services or delegated nursing care while in the AFH. Staff who have credentials of Nurse Assistant Certified or Registered may receive training to perform some nursing tasks, such as glucometer testing or medication administration.

Characteristics of AFHs

The diversity of AFHs can satisfy different resident preferences. The AFH may be run by a family with children, a single person, or a couple. The AFH may also hire other employees. Some AFHs allow pets. In some homes, multiple languages may be spoken.

If providers take special training, they can provide specialized care to people with developmental disabilities, dementia, or mental illness. All AFH providers are required to respect resident rights and preferences, as well as provide a safe and healthy environment.

The average monthly caseload for Medicaid AFH residents in FY 2004 was 3,416.

Who are the residents?

AFHs are available to anyone over age 18 with a disability requiring support and supervision. Residents can pay privately or be funded through DSHS.

Staff Training

Prospective providers and resident care managers must attend a one-day orientation class provided by RCS. The class covers how to process the application for the home, the inspection process, and mandatory reporting requirements. The class is free; register at <http://www.pware.com/index.cfm?clientid=2697a>

All AFH staff must attend DSHS-approved **Fundamentals of Care Training**. Providers who care for people with developmental disabilities, dementia, or mental illness must take specific training approved by DSHS. Staff must successfully complete required training before performing any nurse-delegated tasks.

All staff must be certified to perform CPR and first aid. In addition, all staff are required to take ten hours of continuing education each calendar year.

Complaint investigations

Registered Nurse Complaint Investigators investigate complaints. Follow-up visits are made to ensure that regulation violations do not continue. All AFH providers and staff are mandated to report suspected abuse or neglect.

DSHS may take one of these enforcement actions:

- Conditions on the license;
- Fines
- Termination of state contract
- Stop placement of admissions
- Revocation of license
- Summary suspension/revocation of the license
- Referral of criminal allegations to law enforcement.
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Licensing AFHs

DSHS licenses Adult Family Homes. As of December 2004, 2,221 licensed homes operated in Washington State. There are 12,118 licensed beds in these homes.

The licensing process includes:

- Criminal background checks on all providers, including out of state checks if providers resided out of state within the past 3 years,
- Financial assessments,
- Review of any complaints received by either DSHS or DOH,
- Review of the Washington OBRA Nurse Assistant Registry,
- Ensuring completion of the department-approved orientation for AFH providers,
- Ensuring that the provider/caregivers have completed specific training requirements, and
- On-site residence inspection.

Inspections

Adult Family Homes are required by law to be inspected at least every 18 months.

The toll-free complaint hot line to notify DSHS about suspected abuse or neglect in AFHs is

1-800-562-6078.

In FY 2004, there were 1,130 complaint investigations in AFHs.

AFH Rates:

\$45.45- \$86.29

Before selecting an AFH, individuals and families should:

- *Review the person's needs Visit the facility several times, at different times of the day.*
- *Check costs and finances, surroundings, physical setting, services and activities, and food.*
- *Ask the provider to see the last state inspection report*
- *Ask for references from former residents and their family members*
- *Call the local ADSA office for information regarding complaints*
- *Be sure the home has a current Washington State license*

Rates

ADSA payment rates for AFHs are in transition. ADSA's current Comprehensive Assessment (CA) results in the resident's care needs being assigned to one of four levels, each with a different rate. The CA is being replaced by a more refined Comprehensive Assessment Reporting and Evaluation (CARE) tool. The CARE tool is able to identify six-levels of resident care needs. The implementation of the CARE tool is being phased in from spring 2003 through winter 2005. During this phase-in period, ADSA will pay AFHs using both the four-level and a six-level payment system, based on whether ADSA used a CA or CARE tool to determine the resident's care needs. To access the most current rates under these two systems, visit <http://www.adsa.dshs.wa.gov/Professional/Rates/default.htm>. Each facility determines the amount that they will charge private pay residents.

How to find an AFH

Many people looking for an adult family home receive referrals from hospitals, nursing homes, or doctors' offices.

Information is also available at the ADSA web site, www.adsa.dshs.wa.gov. You can locate AFHs by county, by zip code, and by specialty.

ADSA publishes **Guide to Choosing Care in an Adult Family Home or Boarding Home**, DSHS 22-707(x). You can read this on-line at the web site above.

The Community Resource System provides a listing by fax of adult family homes, boarding homes, and nursing homes available in your area. They will also provide a listing of Developmental Disability Specialty Homes with vacancies. Call 1-800-372-0186.

AFH Associations

AFH Association of Washington 1-800-925-9794

Washington State Residential Care Council www.wsrcc.org

Both associations provide education for members, and represent members in advocacy and legislative activities.

Map of AFHs

On the next page is a map showing the number of AFHs and the number of AFH beds in each county.

For more information, visit our web site at www.adsa.dshs.wa.gov.